



The “Tool Box” for Educational Facility Management Professionals

Take the time to attend 2017 MASMS Conference
Your chance to learn and network!



Wednesday Events
October 4, 2017

Scholarship Golf Event
Wapicada Golf Course
Sauk Rapids, MN
Tee Off at 10:00 AM

At the St. Cloud Holiday Inn & Suites
5-8:00 pm Conference Registration

7:30 pm Business Member Appreciation

*Business and Educational
Members are ALL
Invited to Attend!*

Reception & Entertainment
Tim Cavanagh, Comedy



Thursday Events ~ October 5, 2017

CONFERENCE KICKOFF!

7:00 am Registration /Continental Breakfast
7:00 am MASMS Mentor Program, 1st Time Attendee
7:50 am Presentation of the Flag
8:00 am Keynote Speaker, Tom Esch

“Now Go Leap Tall Buildings”

Provocative and engaging message on the less-known, but-crucial aspects of communication. Inspiring content delivered with humor and elegance.



Thursday Morning ~ 24 Educational Sessions
Friday Morning ~ 16 Educational Sessions
See Page 6 for a Full Listing of Conference
Educational Options on Thursday & Friday!

Thursday Afternoon Events

12:15 pm Lunch & Business Meeting

1:00 pm Trade Show & Drawings for Grants

Drawings for TWELVE \$500 Building and Grounds Grants to be used for a B & G project of the school's choosing! If you registered for the conference, you are automatically in the drawing! A name will be drawn every 15 minutes starting at 1:15 PM on the trade show floor. **Must be present to win!**

Thursday Evening Events

5:45 pm **President's Reception**

6:15 pm MASMS Banquet & Awards

8:15 pm NEW THIS YEAR

Play and win a Building and Grounds \$500 Grant for your school!
Las Vegas Tonight Casino—Blackjack, Beat the House, Texas Hold'Em,
3-Card Poker and much more!

Friday Morning Events ~ October 6, 2017

16 Educational Sessions including Roundtable Discussions
and an Informative Idea Exchange!

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Reed McFarlane
Current MASMS State Past President

When contemplating a topic on which I should I should write about, one question kept coming to my mind. What about MASMS is most important to me? It is my "Tool Box". Some of the tools I find in my "Tool Box" are Venders, Engineers, Architects, Consultants, Training, Educational Opportunities, and maybe the most important tool in my "Tool Box" are other School Members.

Did you know that if you ever have a question about anything, you can ask other School Members? You can quickly learn from others experiences, both their hero moments and mistakes!

If you have questions you would like to pose to other members, forward the question(s) to Ruth at ruth@masms.org. It will then be placed out to all members. You won't believe the responses you will receive! Many times members have 20+ ideas and answers within minutes! Examples of the questions that have been asked:

- I am wondering what members are keeping their varsity football fields grass length at for game time in the fall?
- I am looking for anyone that has a short skills test for when interviewing for maintenance engineer positions.
- We have a lot of gas kitchen appliances that run off of pilot lights. Has anyone had any experience with gas kitchen appliances using ignition systems? If so, how has that experience gone?
- We are considering installing had dryers in our restrooms and want to remove our towel dispensers. Besides the benefit of not having the expense of towels can anyone tell me if they have done this and has it worked?
- Items for sale or to give away.
- Does anyone have a copy of a snow removal contract?

The MASMS office is working on a way to log the answers members receive, so all can benefit from the responses. Watch for this added feature within the next few months.

Note: Don't forget the upcoming Fall Conference in October!

Reed McFarlane, Past President

Vendor Corner

Mike Remington, Inspec
MASMS Vendor Representative



Communication with Customers Is So Important!

You simply can't overestimate the importance of communicating with the Customer/Client and keeping them informed. Most complaints are related to the Customer/Client not being kept up to date with the status of their project or order.

Not only do they deserve to know what is going on, they NEED to know. If their superior or co-workers ask about it and they don't have the answers it isn't a good situation for them.

We all get busy but how long does it really take to make a quick call or send an email? Even if you don't have any new info or progress to report, keep them informed!

Thanks! Mike



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Boot Camp ~ July 2017

27 MASMS Members attended MASMS Boot Camp on July 19th-20th, 2017. Great Group!



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HEALTH & SAFETY Health & Safety Section



The MASMS Health & Safety Committee supplies information for this section each month. If you have a specific topic you would like to see covered, just let the MASMS office know.

All About You: Self-managing your emotions during trying times

Richard Hawk

EDITOR'S NOTE: Motivating employees to work safely is part of the safety professional's job. But who motivates the motivator? In this monthly column, veteran safety pro and professional speaker Richard Hawk offers his entertaining brand of wisdom to inspire safety pros to perform at their best.

Jim is stuck in traffic, and he's fuming. He's going to be late for an important meeting at work. Something must be amiss ahead. Jim's blood pressure is soaring, and he's been cursing up a storm. A few cars back, Tom, who works for the same company, also is surprised by the traffic jam – only he's not nearly as upset. In fact, although he's chairing the important meeting Jim is scheduled to attend, Tom's pulse is normal and he's listening to an audio book he recently downloaded.

Both drivers are in the same situation, yet they're not reacting the same way. Why? Because of how they chose to react to the delay.

You can choose how you react to any situation, even if you can't control anything about what is happening. That's a large psychological pill to swallow, but an effective one in reducing anger, fear and frustration. Like any skill, abilities vary depending on practice and natural tendencies. However, even if you tend to get upset easily, you still can improve the emotional control you have over yourself.

Picture this scenario: You're hosting a safety meeting and the group is miserable and not participating. You may not be able to control your attendees, but you can choose how you react to what is happening.

Continued on page 5



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Check it out at
www.masms.org
New postings weekly.

All About You: Self-managing your emotions during trying times (continued from Page 4)

Likewise, if you can't get the support you need for a project from upper management, there may be little you can do to change that, but you do have complete control over how you choose to react to this reality.

Even when things are nasty, you still can choose how to feel and react. Viktor Frankl, who wrote "Man's Search for Meaning," said that a prisoner's psychological reactions are not solely the result of the conditions of his or her life. They also are from the freedom of choice he or she always has, even in severe suffering.

You and I might not undergo severe suffering at work, but "freedom of choice" is still something all of us have during any trying occasion.

You're probably familiar with the phrase from "The Serenity Prayer" about being granted the "courage to change the things I can." Well, one thing you always can change – and control – is how you react to something. I certainly don't have perfect control of how I react and feel about negative things that happen in my life, but I do use a few tactics that help me make better choices about how I react.

Be ready for surprises

I travel a lot. Although I plan my journeys and do everything I can to avoid pitfalls that could disturb my schedule, I still keep in mind that all kinds of mishaps can happen that I didn't plan for and that are outside of my control – weather, maintenance problems, overbooking, etc. When they do, because I've already considered them, they don't upset me so much. You can do the same by consistently planning for the unexpected.

You may have expected to get a lot of work done on a project tomorrow, but a surprise inspection showed up. You can grumble and get upset about it or, because you've disciplined your mind to realize things such as this occur, you can choose to have a more relaxed reaction.

Avoid thinking 'I'm super special'

About 20 years ago, when she was in high school, my daughter was energetically complaining to me about a minor problem. I cupped my hands together and rotated them around her head like a planet around the sun. I told her this was the "universe revolving around you." We still laugh about it. Thinking you're super special is another reason we easily get upset when things don't go our way. Sure, you and I are special, but not so special that a traffic jam will clear out just for us.

This article represents the views of the author and should not be construed as a National Safety Council endorsement.

Richard Hawk helps companies around the world create more vibrant safety cultures by showing them how to make safety fun. As a professional speaker, author and musician, he also inspires employees to focus better and enlightens safety leaders about ways to increase their influence. To learn more about Richard, visit makesafetyfun.com.

Did you know—about August 26th of each year the Monarch butterflies begin their 2,000 mile flight to Mexico!

Because umbrellas can only do so much.






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LAST NOTICE FOR THIS YEAR \$1,000 MASMS Grant to be Awarded to a MASMS Member School District

MASMS will be awarding two school districts who are MASMS members a grant for \$1,000. The project theme this year is "getting students involved in a facility and/or grounds project". This grant will be awarded Thursday October 5, 2017 at the MASMS conference banquet. This grant is to be used in your school for a project that involves students. The project will need to be submitted to MASMS by August 15, 2017. All applications are reviewed by the MASMS Executive Board and a winner will be chosen from the submissions.

MASMS suggests that you try and involve the students if you can.

Some project ideas include:

- Landscaping (trees and/or shrubs)
- Start or revitalize a nature center area
- Install a low maintenance garden
- Recycling and/or waste reduction
- Sponsoring a field trip(s) related to facility and/or grounds
- Building project

If you are interested in this opportunity please complete the following steps:

1. Identify the project—Provide MASMS with an over-view of the project.
2. Provide MASMS with a timeline for the project.
3. Email this information to ruth@masms.org before August 15, 2017

We look forward to receiving your project ideas and to awarding this to one of our member schools this fall!



NEW EDUCATIONAL MEMBERS

Joel Gagne, So. Washington County Schools
Gordon Gunter, Austin Schools
Tony Compo, Esko Public Schools
Jerry Mundell, White Bear Lake Schools

NEW BUSINESS MEMBERS

Charlie Herrgott, Partnership Academy
Mike Johnson, Innovational Concepts Inc.
Jim Lindahl, IEA Inc.
Abby Hammes, Wendel
Tony Larson, Larson Elevator Co.
Tim Perkon, Roof Spec Inc.
Ashley Hawkins, Schwickerts
David Skaare, Allegion

Pavement Resources

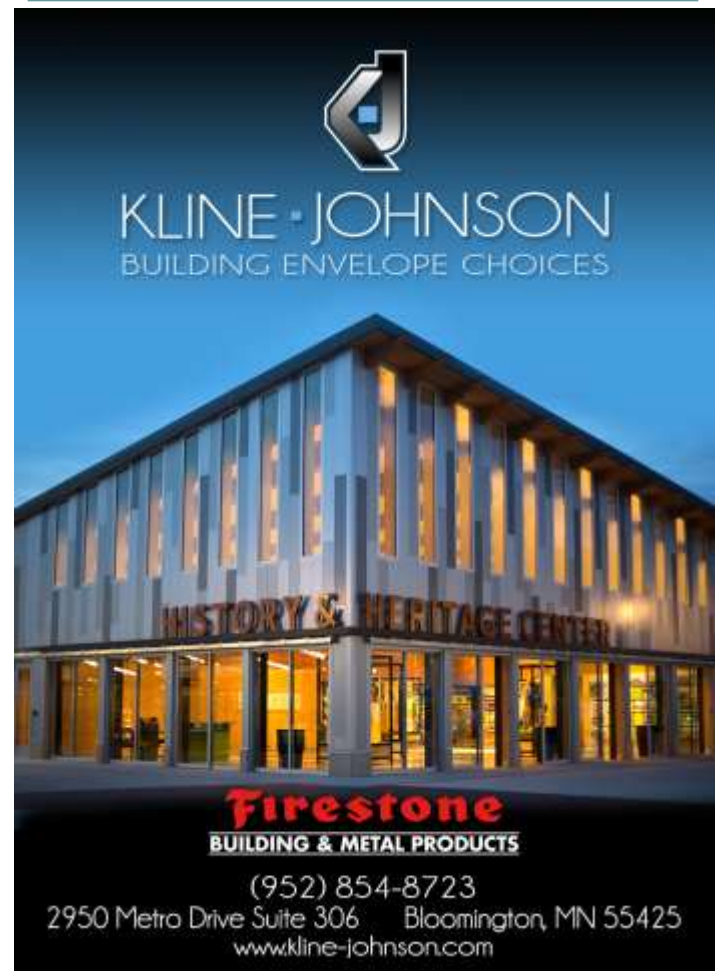
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MASMS Office is Newsletter Articles

MASMS is accepting articles for the 2017 Newsletters. Articles received before the 25th of each month will be considered for the following month's publication. If we have too many articles, they will be held and used in an upcoming month. Please email them to: ruth@masms.org

Habits That Make Your Brain Work Better

Watch for each of them in the upcoming MASMS newsletters.

LIMIT DISTRACTIONS & EXCESS INFORMATION

We are surrounded by information these days and it's easy to get side-tracked by social media, news, watching videos or reading articles when you should be thinking about something else.

When you are working on a project or task, try to limit outside distractions. Turn off your Wi-Fi, turn off your TV, turn off that podcast and concentrate on what you're doing.

Limiting distractions helps to maintain focus and keep your mental energy up by not wasting the energy processing unnecessary information.

Wacky Ideas for August! Create a wacky celebration during August!

Watermelon Break on Watermelon Day August 3rd!

Friday Evening Celebration—Champagne Day is August 4th

Enjoy a root beer float on August 6th—Root Beer Float Day!

S'MORES anyone?

S'mores Day August 10th

Relax Relax Relax
Relaxation Day August 15th

Tell A Joke Day
August 16th

Hug your Dog
National Dog Day
Is August 26th

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Looking for a Mentor?

Options Include:

- Meet once a month with your MASMS Mentor
- Phone contact only
- Contact only when issues arise or when you need advice

Contact the MASMS office at ruth@masms.org if you would like to find a MASMS mentor!

Aug. 24-Labor Day, Sept. 4, 2017

MINNESOTA STATE FAIR

New State Fair Food!

Bacon Fluffernutter

Grilled cinnamon bun sandwich with a bacon, peanut butter and marshmallow cream filling.

Bacon Up Pup

A Belgian waffle served on-a-stick with bacon in the batter, dipped in chocolate, drizzled with maple syrup, and topped with whipped cream and bacon.